

LANGUAGE ACCESS ADVISORY COUNCIL (LAAC) MEETING MINUTES

Department of Labor and Industrial Relations
Director's Conference Room 320
830 Punchbowl Street, Honolulu, Hawai'i, 96813

Thursday, April 14, 2016
9:30 a.m. – 11:00 a.m.

PRESENT: Dominic Inocelda, Chair; Gerald Ohta, Vice-Chair; Helena Manzano, Ex-officio; Sharon Ferguson-Quick for Bill Hoshijo, Ex-officio; Kirby Shaw for Francine Wai, Ex-officio; Lito Asuncion; Melba Bantay; Patricia Harpstrite; Mary Santa Maria; Tina Takashy; Rebeca Zamora

EXCUSED: Terrina Wong

GUESTS/STAFF: Linda Nuland, ADA Coordinator's Office, Kauai County; Suzanne Zeng, UH CITS; Rebecca Gardner (OLA); Gail McGarvey (OLA)

AGENDA ITEM	DISCUSSION
1. Call to Order	The meeting was called to order at 9:45 AM with quorum by the Chair, Dominic Inocelda.
2. Welcome and Introductions	The Chair welcomed everyone including the newest council members Linda Nuland calling in from Kauai County and Sue Zeng with the UH Center of Interpretation and Translation Studies (UHCITS). Both just finished their confirmation hearing by the Senate.
3. Approval of Minutes of February 4, 2016 meeting	The minutes from the February 4, 2016 meeting were not approved at the last meeting. The Chair asked the council to review the minutes. Motion to accept the minutes was made by Melba Bantay and seconded by Tina Takashy. Motion carried to accept the minutes.
Minutes approved	
Approval of Minutes of March 07, 2016	The Chair asked the council to review the minutes from the previous council meeting on March 07, 2016. There were no corrections. Motion made to accept the March 07, 2016 minutes. Moved by Melba Bantay, seconded by Patricia Harpstrite. Motion carried.*
Minutes approved	
4. Executive Director's Report	The Executive Director (ED) Helena Manzano, gave an oral report of the month's activities.

Updates/Activities	<ul style="list-style-type: none"> • Legislature. OLA bill HB 2226 passed WAM. • Bridging the Gap. BTG training completed. 19 passed the final exam. Mary Santa Maria, the trainer, had to leave unexpectedly on the last day. Condolences go out to Mary Santa Maria for the passing of her mother. BTG was very fortunate to have Sue Zeng come in to conduct the last class. • BTG License. ED said the BTG license which expires in April will not be renewed. OLA will redirect its resources to other training opportunities; possibly co-sponsoring with UH CITS for interpreter and translator training. • Student Intern. The student intern, JC Sison has completed his internship. He updated, reorganized and improved the OLA website; videos from last year's conference are now accessible. ED asked if anyone had videos and other resources to post to the OLA website to please contact the office. • OLA Brochures. There is still a lot of work to be done with the newly drafted OLA brochures, including design and formatting. Some council members commented that the brochures need to be more simplified. ED suggested the council form a group to revise the current drafts and/or create other brochures targeting various audiences. • Summer Youth Employment Program. OLA is looking to get office support in June through the Department of Labor and Industrial Relations (DLIR) Workforce Development Division (WDD) participation in the Summer Youth Employment Program. DLIR will cover all the costs. • OLA Annual Conference. ED said there are many administrative and logistical challenges for OLA in the coming months. She asked if the annual conference could be rescheduled to September. More time is needed for planning and coordinating speakers. • LAAC Vacancies. Cari Uesugi received her nomination letter from Governor Ige; her hearing confirmation will be tomorrow at the State Capitol. Cari Uesugi comes with much experience with language access, she wrote language access plans for Queen's Medical Center and Maui Memorial Hospital. She has been very involved with language access for several years. Becky Gardner encouraged the council to send in their testimony. • LAAC Resignation. Due to a change in her work schedule, Rebeca Zamora will be submitting her resignation. Her council position represents HIAN (Hawaii Interpreter Action Network), a professional interpreter's organization. • 89-day Hire. OLA would like to fill an 89-day emergency hire position to start around April through July 2016. This is a floater position through DOH for an Office Assistant III. The pay is about \$12.84 per hour without benefits. If anyone has someone in mind, please refer them to OLA.
5. Report of the Chair	<ul style="list-style-type: none"> • No report for the Chair.

6. Items for Discussion	<p>Roster of Interpreters and Translators. OLA has not received complaints recently but there was an inquiry from an ASL interpreter as to why ASL interpreters were not included on the Roster. As a result of the inquiry, a note has been added to the Roster's disclaimer that it is for spoken language. However, a link to the Hawaii's Registry of Interpreters for the Deaf (HRID) has been included in the Roster.</p> <ul style="list-style-type: none"> • Becky Gardner had also explained to the ASL interpreter that the language access law refers to spoken language and is attached to Title VI in regards to national origin. • Gerald Ohta asked Kirby Shaw/DCAB about rules and regulations for ASL interpreters. Kirby replied that there are administrative rules and regulations, including a code of ethics and recommended fee schedule. Gerald wanted more clarification on who must follow these rules; Kirby replied that they are for state and government agencies. • Follow-up from Kirby Shaw on the relay interpretation question for a Chuukese deaf client and ASL interpreter. Kirby distributed a handout explaining this relay interpreting process: Chuukese to Deaf Chuukese and English to Deaf Chuukese. • It was mentioned how difficult it is to locate the ASL interpreter registry on the DCAB website. Pat Harpstrite agreed; she looked for the HRID online and could not find it. • Sue Zeng commented she was not able to find a place for agencies to sign up on the Roster website. Becky Gardner later explained where to find the webpage for agencies to register.
	<p>PIG 2016 Annual Hawaii Conference on Language Access.</p> <ul style="list-style-type: none"> • ED said the conference date has been moved to September and Terrina Wong is the Chair. A new co-chair is needed as Rebeca Zamora is not able to continue. There will be a PIG Conference Planning meeting after today's LAAC. • Speakers from New York, Washington State, District of Columbia, California and New Mexico will be invited. The committee will also invite local speakers. • Some topics for Day two of the conference are: using new technologies, language access planning, and website translations.
	<p>Update on LAAC Vacancies.</p> <ul style="list-style-type: none"> • Continuous recruitment. ED encouraged applicants to apply to the Boards & Commissions, which is now accepting applications for seats that expire on June 30, 2016. An update of vacancies will be sent to the council.
7. Agenda Items for Next Meeting	<ul style="list-style-type: none"> • Ethnic Education Foundation will be put on the agenda for the next LAAC meeting.

8. Announcements	<ul style="list-style-type: none"> • Kirby Shaw announced he will be replaced by Kurstin Chun; she will come to the next LAAC meeting with him. • April 21, 2016, next week Thursday, Becky Gardner will be doing an OLA language access law presentation at the City and County Fair Housing Training for Housing Providers & Professionals at the Neal Blasdell Center. • IAC (Inter Agency Council) meeting on Wednesday, April 27, 2016 @ 2:30 pm at Susannah Wesley Community Center. • Sue Zeng will be conducting more language access staff training for Maui Memorial Hospital staff. • Briefly discussed meeting dates and times for everyone for May and June. Next month's LAAC meeting will be on Wednesday, May 11, 2016 @ 9:30 am. The following month LAAC will meet on Wednesday, June 8, 2016 @ 9:30 am.
9. Adjournment	The Chair closed by thanking the council for coming and making quorum; he welcomed new members and extended condolences to Mary Santa Maria for her mother's recent passing. Meeting adjourned at 10:38 am.
	* OLA staff, Becky Gardner, was not present when the March 7, 2016 minutes were approved. She noted that item #4 in the Executive Director's Report on the Legislature, first sentence should read: OLA House bills HB2226 and HB2227 passed FIN (Finance Committee) unamended.

Respectfully submitted by: Gail McGarvey